



March 14, 2023

Mr. Jerome O. Arribado

Director

Eco-Farm and Resource Management Institute (FARMI)

Visayas State University

Visca, Baybay City, Leyte

Dear *Mr. Arribado*,

The ITEEM-TED is currently implementing the project entitled **Ecological Assessment and Conservation of *Auilaria malaccensis* through Sustainable Agardwood Production** in Leyte and Biliran Islands, Philippines (**ECo SAP**) that is funded under the University's Internationalization Program. One of the major activities of the project is to conduct the asexually propagation study on *Aquilaria* plants. Prior to the monitoring of the asexually propagated plants, the ITEEM staff will field test the equipment that will collect physiological parameters of the study plants.

Thus, we would like to request **Mr. Gelberto P. Valdevieso** to drive the Mitsubishi Canter on March 15, 17 and 19 2023, to Brgy New Taligue, Abuyog Leyte. These trips are important as we will be bringing equipment to monitor the physiological parameters of our study plants.


I am hoping for your favorable action on this request.

Thank you very much.


Very truly yours,


Jimmy O. Pogosa
Project leader

Noted:


Eliza D. Espinosa
Director
ITEEM

Conformé:


GELBERTO P. VALDEVIESO
Driver

Approved:

Jerome O. Arribado
Director
Eco-FARMI